

25X1A

19 August 1958

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Development Board Data (Academic Building Requirements)

REF :

Development Board Meeting, 13 August 1958

1. The following data is furnished as our initial estimates of space requirements for the new academic building group to be located at Site III.

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2. Personnel. The training staff currently consists of [redacted] officers, instructors, and technicians; and [redacted] training assistants, secretaries, and clerical workers.) Existing requirements, involving the transfer of certain responsibilities from other locations to [redacted] in the near future, will increase this staff to a total of [redacted] officers, etc.; and [redacted] training assistants, etc.) It is considered unrealistic for present planning requirements to project any increases beyond that level; therefore, no attempt has been made to estimate additional personnel or space requirements in the event of such a move as the oft-rumored mass transfer of headquarters training functions to [redacted] on the opening of the new headquarters building.

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3. Existing Plant. Building space currently available for training purposes at Site III (excluding the new Building 3-15 facility) consists of approximately 41,450 square feet located in Buildings 3-1, 3-7, 3-8, 3-9, 3-10, 3-11, 3-12, and 3-13, and 3-14. Of this total area, approximately 8,300 square feet consists of office space; 12,000 square feet of lecture arenas, classrooms, and seminar rooms; 12,800 square feet of workshop and storage area; 6,300 square feet of theatre space; and 2,050 square feet comprising library, language, and conference facilities.

4. Estimates for New Construction. Assuming replacement of all existing Site III academic buildings (excluding the new Building 3-15 facility), and assuming in certain cases needed improvements and additions to existing facilities, it is estimated that a total of 51,480 square feet of academic building space will be required. (This figure does not include any allowances for corridor space, utility areas, restrooms, etc.) A breakdown of this total in terms of functions follows:

*proposed toilet + wash rooms for at least 1 in 2*  
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a. Executive-type Offices (Single-occupancy; each with sufficient area to accommodate a conference table in addition to standard equipment) -- 5 offices with total area of 1,690 sq. ft.

*332 sq ft*  
*20*

b. Single Offices (Single-occupancy; for instructional staff use) - 27 offices with total area of 3,345 sq. ft.

*124 sq ft*  
*20*

c. Double Officer (Double-occupancy; for instructional and clerical staff use) - 22 offices with total area of 4,950 sq. ft.

*225*  
*20*

d. Lecture Halls or Arenas (Capacity: 60 persons each) - 2 halls with total area of 2,800 sq. ft.

*1400 sq ft*  
*23 sq ft*  
*20*

e. Seminar and Study Rooms (Capacity: 12 students; suitable for the conduct of seminars, student study, and student written work) - 9 rooms with total area of 6,750 sq. ft.

*750 sq ft*  
*62 sq ft*  
*20*

f. Classrooms (Capacity: 25 persons each) - 3 rooms with total area of 3,000 sq. ft.

*40 sq ft*  
*20*

g. Laboratory-type classroom (Capacity: 20 to 25 students; for conduct of technical instruction involving use of electrical, audio, radio, and electronic equipment) - 1 with total area of 1,400 sq. ft.

*56 sq ft*  
*20*

h. Laboratory-type classroom (Capacity: 15 students; for conduct of photographic and associated TSS-type training) - 2 rooms with total area of 1,200 sq. ft.

*40 sq ft*  
*20*

i. Storage Area, Type I (For storage of files, course materials, office supplies, etc.) - 4 units with total area of 870 sq. ft.

*217 sq ft*

j. Storage Area, Type II (Vault storage space) - 4 vaults with total area of 680 sq. ft.

*170 sq ft*

k. Storage Area, Type III (For storage of electrical, communications, ordnance, and other similar equipment; approximately half of the total should be of vault-type construction) - 4 or 5 units with total area of 2,565 sq. ft.

*513 sq ft*

l. Work Shop Area (To serve a variety of purposes, e.g., communications and electronic equipment shops, drafting rooms, photo copying, film processing, film

previewing and storage, recording equipment repair and storage, reproduction equipment) - 13 units with total area of 7,400 sq. ft. *57092*

*Separate?*  
m. Special Air Training Facilities (Includes parachute packing room, parachute loft, work shops, and storage areas) - Total area of 5,900 sq. ft.

*Separate?*  
n. Theatre and Auditorium (Capacity: 150 persons) - 1 with total area of 3,500 sq. ft. *not large enough*

*Brother*  
o. Library (Includes capacity for 10,000 volumes and attached study area) - 1 with total area of 2,730 sq. ft.

p. Language Laboratory Room (Capacity: 10 students) - 1 with total area of 600 sq. ft.

q. Conference Room (One equipped for VIP-type briefings; the other so equipped as to be convertible to seminar or class use) - 2 with total area of 1,200 sq. ft. *600 ft. 2*

r. Lounges (To be equipped with vending machines, etc.; one would be intended for student use and one for staff use) - 2 rooms, with total area of 600 sq. ft. *300 200*

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*Projection Room  
Lobby - Info etc*

SPACE REQUIREMENT

HEADQUARTERS ELEMENT OF HEADQUARTERS/ACADEMIC BUILDING

| <u>ELEMENT</u>     | <u>SQUARE FOOTAGE</u> | <u>REMARKS</u>                  |
|--------------------|-----------------------|---------------------------------|
| 25X1A [REDACTED]   | 300                   |                                 |
| Security           | 320                   |                                 |
| Executive Officer  | 265                   |                                 |
| Personnel Officer  | 300                   | Private Office-two rooms        |
| Finance Office     | 900                   | Seven people plus two trainees  |
| Security           | 1300                  |                                 |
| Special Services   | 400                   | Excludes reproduction           |
| Telephone Exchange | 600                   | Includes equipment frameroom    |
| Vaults             | 200                   | One for Finance and one general |
| Conference         | 300 ±                 |                                 |
| Office Supplies    | 145 ±                 |                                 |
| Janitorial Storage | 65 ±                  |                                 |
| Reception Room     | 200 ±                 |                                 |
| Registry           | 315 ±                 |                                 |
| Reproduction       | 140 ±                 |                                 |
| TOTAL              | 5,750                 |                                 |

25X1A [REDACTED] ) Not to be included.  
 Supply Office )  
 Heads )  
 Corridors ) Not included.  
 Utility Room )

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MEMORANDUM TO: [REDACTED]

SUBJECT : Space Requirement for Headquarters Element of Administration and Academic Building

| <u>ELEMENT</u>     | <u>SQUARE FOOTAGE</u> | <u>REMARKS</u>                  |
|--------------------|-----------------------|---------------------------------|
| 25X1A [REDACTED]   | 300                   |                                 |
| Security           | 320                   |                                 |
| Executive Officer  | 265                   |                                 |
| Personnel Officer  | 300                   | Private Office - two rooms      |
| Finance Office     | 900                   | Seven people plus two trainees. |
| Security           | 1300                  |                                 |
| Special Services   | 400                   | Excludes reproduction           |
| Telephone Exchange | 600                   | Includes equipment              |
| Vaults             | 200                   | frameroom.                      |
| Conference         | 300                   | One for Finance and one         |
| Office Supplies    | 145                   | general.                        |
| Janitorial Storage | 65                    |                                 |
| Reception Room     | 200                   |                                 |
| Registry           | 315                   |                                 |
| Reproduction       | 140                   |                                 |
| TOTAL              | 5,750                 |                                 |

25X1A [REDACTED] Not to be included.  
Supply Office )

Heads )  
Corridors ) Not included.  
Utility Room)

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Chairman, [REDACTED] Development Board 25X1A

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